Cortines School of Visual and Performing Arts

Los Angeles Unified School District

Meeting Agenda

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| TOPIC:  WASC Sections B, C, D | | | | ILT MEETING | | |
| Location | | PRINCIPAL’S CONFERENCE ROOM | | | DATE | Thursday, September 20, 2012 |
| Facilitators(s)/Recorder(s) | | | Yvett Landeros, Danny Lo, Sheri Henderson, Bill Webb | | | |
| Members Present | | | Brandon Cabezas, Abelardo Diaz, Tom Hood, Stephan Joyet, Loretta Mui, Greg Schiller, Edith Chavelas, Joshua Wong | | | |
| Members Absent | | | Allison Kelly, Jonathan Kenion, Bora Kim, Julie McManus | | | |
| TIME | 3:40 PM – 4:40 PM | | | | | |

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| **Agenda Items** | **Facilitators/Recorders** | **Process** | **Time** |
| WASC | Sheri Henderson |  | 60 min |

This meeting was devoted to WASC preparation. Information from departments will be needed for sections B, C, and D. ILT members received a timeline, sample from the WASC preparation manual, a template to use in addressing each criterion, and an example from a completed document from general sections and also subject-specific sections. Discussion followed of what will be necessary to address the tasks.

PD for the next three weeks will be addressing the Section A. Parents and students will be attending these meetings, ruling out use of time for department meetings during PD Tuesdays in the short run. Since departments do need to begin, initial work will need to be accomplished by meeting outside of PD time.

Mr. Cabezas brought up the issue of time and asked if we might pay teachers for this work, or apportion of it. The group agreed that teachers would likely be willing to work for the $25. training rate. Ms. Henderson agreed to do some fact-finding with Dr. Isaacs about this possibility and also about creating time for departments to meet, possibly on weekend time. The intention would be to get there, work hard, and get things done.

Mr. Cabezas also referred to the previous WASC process, where he had a “one pager” to take to his department so that the process and its demands would not be overwhelming. Ms. Henderson agreed to find or create this and send as soon as possible.

Members brought up the idea of using the WIKI as a “live” means of gathering information and sharing it.

Members were reminded that the previous WASC document (Initial Visit Application) can be downloaded from the Wiki, and that this would create a good starting point for everyone. It makes sense to take what was created for the last WASC and update it. Ms. Henderson offered to email it to everyone.

Some members wished to see the whole WASC template and instruction document rather than parts and pieces. Ms. Henderson agreed to email those as well as the rubrics used to assess our program.

ILT agreed as a group to meet on alternate Mondays rather than Thursdays. That sets the next scheduled meeting for Monday, October 1. Given the timeline, several members voiced concern that every other week would not be adequate. Discussion of this will be continued and possible additional ILT meetings can be put on calendar at the October 1 meeting, which is already about a week away because of the change to Monday.

Meeting adjourned at 4:45